



DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS
441 G STREET NW
WASHINGTON, D.C. 20314-1000

CESWD-RB

14 January 2008

MEMORANDUM FOR CP – 18 ACTIVITY CAREER PROGRAM MANAGERS (ACPM),
and CHIEFS of SUPPORTING HUMAN RESOURCES OFFICES

SUBJECT: Career Program 18 Intern Training Program and Master Intern Training Plan (MITP)

1. After extensive review of Intern feedback, I asked Mr. Mohan Singh to lead a Process Action Team (PAT) to review and update the Intern program. The PAT's guidance was to make Intern assignments meaningful and challenging by ensuring that all Interns have a common standard for training opportunities and a broad and diverse set of rotational and functional assignments. The goal of the CP-18 Master Intern Training Plan (MITP) is to prepare Career Program Interns to serve at the full-performance level required to address the breadth of challenges and opportunities facing the Army today.
2. The attached plan represents the culmination of a two-year effort to update the Army CP-18 - Master Intern Training Plan. The plan consists of an introductory section with common requirements and policies governing Intern development. It establishes the Supervisory-Intern relationship and discusses the roles of the ACPM and Rotational Supervisor. Challenging rotational assignments combined with classroom and distance learning experiences constitute the heart of the program. The plan provides suggested rotations with specific learning objectives and evaluation measures for use by the Intern and the Rotational Supervisor. The Functional Area (Target) Assignments are addressed in detail in each of the MITP's Functional Area Appendices.
3. The updated CP-18 Intern Training Plan is being coordinated with DA G-1 for final approval. Since the updated MITP incorporates current Army policy and procedures, please implement immediately. Final approval and any subsequent changes will be distributed separately. While the plans contain some mandatory requirements, many other flexible and optional requirements will allow the Supervisor and the Intern to tailor the Intern's Individual Development Plan (IDP) to suit the Intern and the organization's needs. For your convenience, the complete plan and all functional appendices are available for downloading at <http://ulc.usace.army.mil>.

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4. Finally, I would like to personally thank you for the important roles you perform as ACPMs and Human Resource Office professionals in the recruitment, training, and retention of the highly qualified workforce we need to meet the needs of the Army. I believe that the new MITP will be an important reference that will assist us in fulfilling our responsibilities. POCs for this action are CP-18 FCR Robert Slockbower and FPOC Ed Gauvreau.

FOR THE COMMANDER:

A handwritten signature in dark ink, appearing to read "Robert E. Slockbower", with a long horizontal flourish extending to the right.

ROBERT E. SLOCKBOWER, P.E.
Functional Chief Representative
Engineers and Scientists (Resources and
Construction) Career Program